



Scouts

5th/10th Horsham

**5th/10th Horsham Scout Group Council
Annual General Meeting
28 September 2021
5th/10th Horsham Scout HQ**

Present:

Beverley Bell – Chairman
Drew Scarborough – Group Scout Leader
Liz Ratcliffe – Treasurer
Sal Dartnell - District Commissioner
Pete Bosman, Caitlin Gill, Mandy Longdon, Coren Moore, Richard Taylor.

Apologies: Nicola Acres, Ray Mack, Nigel Powling.

Minutes of the 2020 Annual General Meeting

The draft Minutes, having been circulated, were taken as read, accepted and were signed as a true record by the Chairman.

Chairman's Report

Beverley thanked new GSL Drew Scarborough for bringing the group back face to face in the COVID-19 pandemic.

Group Scout Leader's Report

Drew said the Group continues to operate at capacity.

Waiting lists:

Beavers	Down from 89 to 47 of which 26 are aged 5 and over
Cubs	1
Scouts	0

Chief Scout Awards

2 Bronze
11 Silver
6 Gold
DoE Silver 1
DoE Gold 1

Queens Award

Congratulations to Ellie Ratcliffe.

Leadership

Beacon Troop – thank you to Pete and Tim. Urgently need a Scout Leader for Beacon Troop

Denne Troop – thank you Nicola for stepping up to the leadership role.

Bennetts Pack – thank you to Mandy, Merche and Coren for keeping the pack running whilst the new leadership team of Victoria and Richard was found.

Beavers – thank you to Ray for running both colonies.

Chennell Colony – thank you to Hayley for joining as BSL.

Young Leaders 16 with a waiting list. The DC said there are places in other groups.

31 Leaders, ASLs and SAs, 2 skills instructors. Drew said he had worked with Nigel to remove occasional helpers from Compass who are no longer helping.

Camps

Cubs had a summer camp and Scouts will hold their summer camp in autumn term.

Beverley said she would like her lasting legacy for the group as outgoing GSL for every member to have the opportunity to visit Brownsea Island.

Activities

Jambowlree – did not happen due to COVID

Caving - did not happen due to COVID

JOTI- did not happen due to COVID

JOTT- did not happen due to COVID

Swimarathon – the Group did really well at the Swimarathon this year

Group Campfire- did not happen due to COVID

Treasurer's Report

- The accounts for 2020/21 show a £20,000 surplus but include international camp payments which have been refunded
- The group received the business support grant of £20,000 in 20/21 and £10,000 in 2021/22 and refund of business rates from the government to support the group through the coronavirus. The Chairman thanked the Treasurer for her work as these grants were difficult to claim.
- The Treasurer has contacted everyone who stopped paying during the zoom meetings.
- Europa have £7,100 in their bank account and 5th/10th have £71,000. The Group should only have six months of expenditure in their bank account in accordance with Charity Commission guidance. The Treasurer said the money must be spent for the benefit of the members and asked leaders to bring suggestions to the next Executive Committee meeting.
- There are two Gift Aid claims outstanding.

Approval of Year-End Accounts 01/04/20 – 31/03/21

The draft year-end accounts for financial year 01/04/20 – 31/03/21 were AGREED.

Independent Examiner

Liz Ratcliffe reported that the current examiner HG Field & Co are retiring. Two quotations had been sought for a replacement. Liz Ratcliffe proposed that Mulberry and Co be appointed as Independent Examiner for financial year 01/04/21 – 31/03/22, AGREED UNANIMOUSLY.

Nominations and Elections

Chairman	Drew Scarborough nominated Beverley Bell.
Treasurer	Beverley Bell proposed that Liz Ratcliffe be appointed as the Group Treasurer, UNANIMOUSLY AGREED.
Secretary	Liz Ratcliffe proposed Caitlin Gill be appointed as the Group Secretary, UNANIMOUSLY AGREED.
Quarter Master	It was AGREED to appoint Mandy Longdon as Quartermaster.
Caretaker	It was AGREED to appoint Adrian Bell.
Executive Committee Members:	The appointment of Coren Moore was AGREED.

Under rule POR 3.23 iib of POR, it was AGREED that the following leaders become members of the Group Scout Council and thus Trustees of the charity:

Beavers	Ray Mack
Cubs	Mandy Longdon
Scouts	Nigel Powling, Pete Bosman
Explorers	Luke Hearnden, as the Group has a Partnership Agreement with Explorers
District Representative	Luke Hearnden

Report from the District Commissioner

District Commissioner Sal Dartnell thanked the Group for their hard work over the last year through zoom and then returning face to face. She said the District Team has organised one event per section per term and all the details can be found on their website and facebook page. The Young Leader training programme continues and there are spaces at 3rd, 4th and 6th Horsham Scout Groups. 5th/10th Scouts have expressed an interest in the Jamboree.

- The DC presented Mandy Longdon with her Wood Badge for her District Cubs and the Chief Scout's Commendation for Good Service. She said a wonderful citation had been submitted for Mandy's award, she has gone above and beyond her responsibilities and is a good role model for young people and adults.
- The DC presented Peter Bosman with the Chief Scout's Commendation for Good Service. She said a glowing citation was submitted for Pete, who sets a really good example to Scouts.

- The DC presented Coren Moore with her Wood Badge as Assistant Cub Scout Leader and Chief Scout's Award for 5 years service.
- The DC presented Beverley Bell with the Medal of Merit for her service to the Group over the last 20 years and as GSL over the last nine years. She said her citation ran to a page and half. She explained that this is award is very rare.

The DC gave the GSL the following awards for members not present this evening:

- Nigel Powling – Wood Badge as Assistant Group Scout Leader
- Cliff Cox Chief Scout's Award for 5 Years Service
- Jon Fisher Chief Scout's Award for 5 Years Service
- Mark Thomas Chief Scout's Award for 10 Years Service
- Adrian Bell Chief Scout's Award for 10 Years Service
- Darren Sandle Chief Scout's Award for 5 Years Service

Any Other Business

It was confirmed that the Group has booked for WSIJ

Date of Next Executive Committee Meeting

To be arranged

5th/10th Horsham Weald Scouts

Financial Activities

As of March 31, 2021

	Total 31.03.21	Unrestricted funds	Restricted funds	<i>Total 31.03.20</i>
Income				
Activities Income		0.00		
Activities Income - Beacon	-84.00	-84.00		
All Units	155.15	155.15		
Europa Activities Income	39.65	39.65		
Higgins Fundraising	59.00	59.00		
Total Activities Income	£169.80	£169.80		<i>£5,741.13</i>
Admin				
Grant Income (COVID-19 grants)	20,097.00	20,097.00		
Total Admin	£20,097.00	£20,097.00		<i>£252.78</i>
Camps				
Beacon Spring Camp 20 Inc	-48.00	-48.00		
Czech 2020 (net deposits refunded)	-6,600.00	-6,600.00		
Higgins Easter 20 Inc	-120.00	-120.00		
Higgins Summer Camp 20 Inc	360.00	360.00		
Holland 2020 Inc (deposits refunded)	-4,525.00	-4,525.00		
Total Camps	-£10,933.00	-£10,933.00		<i>£26,761.87</i>
Donation				
Recycling	6.00	6.00		
Total Donation	£6.00	£6.00		<i>£471.38</i>
Gift Aid	5,190.58	£5,190.58		<i>8,958.62</i>
Hut Hire				
Jo Crombleholme	950.00	950.00		
Montessori	21,358.90	21,358.90		
Total Hut Hire	£22,308.90	£22,308.90		<i>£27,973.50</i>
Sales of Product Income	0.00	£0.00		<i>48.52</i>
Subs	12,602.00	12,602.00		
Europa Joining Fee	75.00	75.00		
Europa Subs	3,180.00	3,180.00		
Joining Fee	95.00	95.00		
Total Subs	£15,952.00	£15,952.00		<i>£17,550.48</i>
Uniform	335.00	335.00		
Europa Uniform	20.00	20.00		
Total Uniform	£355.00	£355.00		<i>£1,262.00</i>
Total Income	£53,146.28	£53,146.28	£0.00	<i>£89,020.28</i>

5th/10th Horsham Weald Scouts

Financial Activities

As of March 31, 2021

	Total 31.03.21	Unrestricted funds	Restricted funds	Total 31.03.20
Expenditures				
Activities				
All Units Exp	0.20	0.20		
Beavers - Chennells	7.10	7.10		
Beavers- Brooker	7.10	7.10		
Caving Exp	400.00	400.00		
Cubs - Bennetts	56.60	56.60		
Cubs - Higgins	124.24	124.24		
Gardening Club	19.50	19.50		
Total Activities	£614.74	£614.74		£6,031.84
Administration				
Accounts/Audit Fees	408.00	408.00		
Capitation	7,080.00	7,080.00		
Europa ESU Capitation	1,652.00	1,652.00		
General	1,020.07	1,020.07		
Insurance	141.12	141.12		
Office Supplies	67.48	67.48		
Website	168.00	168.00		
Total Administration	£10,536.67	£10,536.67		£11,274.12
Bank Charges	£85.19	£85.19		£1,039.26
Camps Expenses				
Czech 2020 Exp (travel refund received)	-4,250.00	-4,250.00		
Higgins Xmas 20	0.00	0.00		
Holland 2020 (travel refund received)	-2,340.00	-2,340.00		
Spring Camp 20 Exp	-60.00	-60.00		
Total Camps Expenses	-£6,650.00	-£6,650.00		£18,533.64
Total Donations	£114.50	£114.50		£0.00
Equipment	£245.95	£245.95		£1,258.27
Europa Activities	£96.34	£96.34		£2,389.95
Europa Equipment	£115.50	£115.50		£169.32
Premises Expenses				
Cleaning	5,544.09	5,544.09		
Electrical Works	0.00	0.00		
Gardening	120.00	120.00		
Heat and Light	4,605.13	4,605.13		
Insurance	2,174.94	2,174.94		
Rates	297.36	297.36		
Rent	170.00	170.00		

5th/10th Horsham Weald Scouts

Financial Activities

As of March 31, 2021

	Total 31.03.21	Unrestricted funds	Restricted funds	<i>Total 31.03.20</i>
Repairs and Maintenance	12,846.91	12,846.91		
Telephone/Internet	1,173.13	1,173.13		
Total Premises Expenses	£26,931.56	£26,931.56		<i>£32,380.05</i>
Subs Refunds	£20.00	£20.00		<i>£10.00</i>
Training	£0.00	£0.00		<i>£95.00</i>
Uniforms	233.53	233.53		
Badges - Beacon	7.00	7.00		
Badges - Bennetts	20.47	20.47		
Badges - Brooker	91.75	91.75		
Badges - Denne	12.60	12.60		
Badges - Eurpoa	39.25	39.25		
Badges - Higgins	49.78	49.78		
Total Uniforms	£454.38	£454.38		<i>£2,855.29</i>
Total Expenditures	£32,564.83	£32,564.83	0.00	<i>£76,036.74</i>
Net Operating Surplus	£20,581.45	£20,581.45	0.00	<i>£12,983.54</i>
Other Income				
Interest	£10.09	£10.09	0.00	<i>18.14</i>
Net Surplus	£20,591.54	£20,591.54	£0.00	<i>£13,001.68</i>

**5th/10th Horsham Weald Scouts
Balance Sheet
As of March 31, 2021**

	At 31.03.21	At 31.03.20
Fixed Asset		
Tangible assets		
Fixed Assets	1.00	1.00
Total Tangible assets	£ 1.00	£ 1.00
Total Fixed Asset	£ 1.00	£ 1.00
Cash at bank and in hand		
Cash at Bank	49.00	49.00
5th/10th Horsham Weald Scouts	4,885.38	4,795.55
Europa ESU Account	6,352.11	7,823.28
Savings Account	51,139.48	29,129.39
Total Cash at Bank	£ 62,425.97	£ 41,797.22
Total Cash at bank and in hand	£ 62,425.97	£ 41,797.22
Current Assets		
Petty Cash	32.12	32.12
Uncategorised Asset	3.40	3.40
Total Current Assets	£ 35.52	£ 35.52
Net current assets	£ 62,461.49	£ 41,832.74
Creditors: amounts falling due within one year		
Trade Creditors		
Accounts Payable	130.93	93.72
Total Trade Creditors	£ 130.93	£ 93.72
Total Creditors: amounts falling due within one year	£ 130.93	£ 93.72
Net current assets (liabilities)	£ 62,330.56	£ 41,739.02
Total net assets (liabilities)	£ 62,331.56	£ 41,740.02
Charity funds		
Investment Shares (restricted)	200.00	200.00
Capital Reserve (restricted)	25,119.56	25,119.56
Retained Funds B/Fwd (restricted)	700.00	700.00
Surplus/(deficit) for year (restricted)	0.00	0.00
Retained Funds B/Fwd (unrestricted)	15,720.46	2,718.78
Surplus for year (unrestricted)	20,591.54	13,001.68
Total Charity funds	£ 62,331.56	£ 41,740.02

Note to balance sheet

The Scout Hut, Higgins Way, Off Bennetts Road, Horsham is occupied by the Group under licence from the Scout Association Trust Corporation.
Under the terms of the licence, the Group is responsible for the full maintenance and repairs of the building.
The estimated building re-instatement value for insurance purposes is £665,000 excluding VAT.

Approved by:

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On behalf of the Committee
Dated



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
5th/10th Horsham Weald Scout Group

**On accounts for the year
ended**

31ST MARCH 2021

**Charity no
(if any)**

308951

Set out on pages

1 to 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

28.09.2021

Name:

ADRIAN RODRIGUES (FOR H.G FIELD & CO)

**Relevant professional
qualification(s) or body
(if any):**

FCA

Address:

2 STATION ROAD

CHERTSEY

SURREY KT16 8BE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

